

JOB DESCRIPTION

JOB TITLE: Financial Planning Business Partner

GRADE: 4

REPORTING TO: Assistant Director of Finance and Transformation

ROLE SUMMARY

As a Financial Planning Business Partner, you will play a crucial role in financial planning, analysis, and reporting activities to support believe housing's long-term financial sustainability and transformation agenda. Reporting to the Assistant Director of Finance & Transformation, you will provide insightful analysis and financial planning support to inform strategic decision-making and ensure robust financial stewardship.

You will work closely with senior leaders, service managers and transformation teams to deliver financial insight for operational business planning, investment decisions, and change initiatives. This is a high-impact role requiring strong analytical skills, excellent stakeholder engagement, and a proactive, solutions-focused mindset.

MAIN DUTIES & RESPONSIBILITIES

The points below are a summary of your main duties and responsibilities.

Financial Planning & Analysis

- Create and maintain medium- and long-term financial plans aligned with our corporate objectives and regulatory requirements.
- Develop and undertake stress testing and mitigation of financial plans.
- Produce high-quality financial modelling and analysis to support the senior leadership team in strategic decision-making.

Investment Appraisal & Treasury Support

- Assist in appraising the financial impact of strategic initiatives, investment opportunities, and operational changes.
- Contribute financial analysis for treasury planning, funding strategies, and engagement with lenders and other stakeholders.

Regulatory Compliance & Returns

- Prepare financial regulatory returns required by the Regulator of Social Housing (RSH), particularly the Financial Forecast Return (FFR).

- Ensure financial plans and reporting comply with regulatory standards, including the Value for Money and Financial Viability Standards.

Transformation & Change Support

- Support transformation programmes through the production of financial analysis and modelling, ensuring alignment with strategic goals.
- Contribute to the tracking and reporting of benefit realisation for change initiatives.

Performance & Risk Management

- Support the creation and monitoring of KPIs to track financial and operational performance.
 - Develop a strong understanding of our financial performance and the key underlying drivers.
 - Contribute to risk management processes, ensuring financial risks are identified, assessed and mitigated.
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- Managing health and safety issues in your area of responsibility in line with the relevant section(s) of the relevant Health and Safety Policy
 - Your duties may vary from time to time within the broad remit of your role and grade. You are required to undertake any such reasonable and appropriate duties.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	• Part membership of a professional accounting body (ACA, ACCA, CIMA or CIPFA).	• Full membership of a professional accounting body (ACA, ACCA, CIMA or CIPFA).
Experience	• Extensive experience in creating financial plans, modelling, and business planning. • Experience in undertaking financial analysis and investment appraisal. • Experience of working in a regulated environment, ideally within housing, public sector, or similar.	• Experience supporting transformation programmes and tracking benefit realisation. • Experience in using HousingBrixx as a business planning tool. • Thorough knowledge of housing finance, rent policy, and regulatory frameworks.
Skills/knowledge	• Extensive analytical and financial modelling skills, with an ability to think strategically. • Excellent numeracy, comfortable gathering, analysing and interpreting large numerical datasets • Strong written communication skills and the ability to explain complex financial information clearly to non-financial audiences. • Ability to build and sustain effective working relationships with all stakeholders. • Excellent attention to detail, but with the ability to see the bigger picture. • Ability to consider, plan and manage own workload and	

	comfortable working autonomously or as part of a team • Self-motivated with a collaborative, solutions-focused approach. • Ability to use initiative and take ownership for, and proactively deal with, issues that may arise.	
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